Tankersley St Peter's C.E. (A) Primary School

Dear Parents and Carers,

Our School Day Routines

We want every child at Tankersley St Peter's to have a happy, calm and positive start to their school day. To help everything run smoothly and keep everyone safe, we thought it would be helpful to share a little reminder about our morning and home-time routines.

Starting the School Day

- **8.40am – Nursery:** Enter via New Road, all children to be greeted at the playground gate by EYFS staff
- **8.45am – Reception:** Enter via New Road, all children to be greeted at the playground gate by EYFS staff
- **8.45am – Year 1 to Year 6:** School doors open. All children should enter the playground through the main top gate on Westwood New Road.
    - **Year 1:** Enter through the outside Year 1 classroom door.
    - **Year 2:** Enter through the right-hand outside door facing the hall.
    - **Years 3–6:** Enter through the left-hand outside door facing the hall.
- **9.00am – Ready to Learn!** Registers are taken and lessons begin promptly.

We kindly ask that all parents and carers leave the school premises by 9.00am so that we can secure the gates and get everyone settled into their learning.

We know that mornings can sometimes be a little hectic, but arriving on time really does make a difference. It helps children settle happily, feel prepared and make the most of their learning. If your child arrives after 9.00am, please bring them to the main school office, where they will be signed in and marked as late.

Helping Our Children Become Independent

As children move into Key Stage 1, we encourage them to take greater responsibility for themselves. This includes coming into school independently, hanging up their coats and bags, and getting themselves organised for the day.

We would therefore really appreciate parents of children in Years 1–6 saying their goodbyes before the children enter the building, rather than accompanying them into the cloakrooms or classrooms. These areas can become quite busy in the mornings, and giving children the opportunity to manage their own belongings helps them develop confidence and independence.

If you need to pass on a message to your child's teacher, you are very welcome to contact the school office, give us a telephone call or have a quick chat with the teacher at the end of the school day.

Home Time – 3.30pm (Nursery 3.40pm)

Our school gates open at 3.20pm, ready for collection.

- **Nursery and Reception:** Please collect from the EYFS playground gate.
- **Year 1:** Please collect from the Year 1 cloakroom door.
- **Years 2–6:** Please collect from the main school playground.

Our Key Stage 2 teachers will be outside on the playground at home time, so this is also a good opportunity to catch them if you need a quick word.

Thank You!

We know how busy family life can be, and we really do appreciate your support in helping our school day run smoothly.

These little routines make a big difference. They help us keep everyone safe, encourage our children to become more independent and ensure that learning gets off to the best possible start each morning.

Thank you, as always, for working together with us to make Tankersley St Peter's such a lovely place for our children to learn and grow.

Warmest wishes,

Mrs Vicky Harrison and all the staff at Tankersley St Peter's